

# KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY MINUTES

**November 3, 2011**

A meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Division of Occupations and Professions, Frankfort, KY on November 3, 2011.

## MEMBERS PRESENT

Rhonda Edwards, Chair  
Laura Strickland, Vice Chair  
Camille Skubik-Peplaski  
Creasa Reed  
Paul Wingate  
Kevin Priddy  
Scott DeBurger

## OCCUPATIONS AND PROFESSIONS STAFF

Julie Jackson, Board Administrator  
Shannon Tivitt, Executive Director  
Jeremy Horton, Deputy Executive Director

## OTHERS

Jim Grawe, Office of the Attorney General  
Peter Ervin, Executive Director, Office of Legal Services, Public Protection Cabinet

## MEMBERS ABSENT

None

Rhonda Edwards, Chair, called the meeting to order 9:25 A.M.

## **Approval of Minutes**

Minutes of the October 2011 meeting were presented for the Board's review. Paul Wingate made a motion to approve the minutes as amended. The motion, seconded by, Creasa Reed, carried.

## **Financial Statements & Legal Fees**

The Board reviewed the financial statement for the month ending October, 2011. Paul Wingate made a motion to approve the financial statement. The motion, seconded by Camille Skubik-Peplaski, carried. A motion was made by Camille Skubik-Peplaski to approve the legal fees for the month of September, 2011. The motion, seconded by Paul Wingate, carried.

## **O&P Report**

Ms. Tivitt presented the Board with a new Memorandum of Agreement, as recommended by the Auditor of Public Accounts, which will be in effect until June 30, 2012. Starting in Fiscal year 2013 through Fiscal Year 2014 (July 1, 2012 – June 30, 2014), MOAs will be two year agreements to coincide with the biennium budget process. Peter Ervin, Executive Director, Office of Legal Services, Public Protection Cabinet, answered questions and provided further explanation of the MOA. Laura Strickland made a motion to accept the MOA as presented and to give the Board Chair authority to act on behalf of the Board. The motion, seconded by Creasa Reed, carried. The Board voted with all in favor.

## **Board Attorney's Report**

Mr. Grawe presented a signed Settlement Agreement for Case 2010-03. A motion was made by Laura Strickland to accept the Settlement Agreement. The motion, seconded by Camille Skubik-Peplaski, carried.

Mr. Grawe presented a revised draft of the Q & A Complaint Process. A motion was made by Kevin Priddy to accept the draft as amended. The motion, seconded by Scott DeBurger, carried.

A motion was made for Camille Skubik-Peplaski to send the ethics document she is working on to Mr. Grawe for review. The motion, seconded by Scott DeBurger, carried.

## **Old Business**

**Board Orientation** – Laura Strickland sent the document to board members for review by email. She will make copies on disc and send to board members.

## **New Business**

**Application for Veronica Heintz** – A motion was made by Camille Skubik-Peplaski to approve the application. The motion, seconded by Paul Wingate, carried.

**Inconsistency between guidelines on website and what the statute states regarding reinstatement fee** – This will be added to the list of regulation updates.

**DPAM database format on website – sorting of fields**– The Board requests that the supervisor list and DPAM certification list be sorted by last name and the Continuing Education approval list be sorted by course title.

**Investigators** – Mr. Grawe advised that the Attorney General’s office does not have the resources to conduct investigations for the Board. The Board will need to post an RFP as soon as possible.

**Estimate date to stop accepting old forms** – A motion was made by Camille Skubik-Peplaski to post a statement on the Board website advising that old forms will no longer be accepted as of January 1, 2012. The motion, seconded by Creasa Reed, carried.

**Two dollar convenience fee for online renewals** – A discussion was held and Mr. Horton advised that the fee cannot be removed.

**Creasa’s travel** – Susan Ellis advised Ms. Jackson that payment for all travel is up to date.

**Application for Kelly Young** – A motion was made by Camille Skubik-Peplaski to approve the application upon receipt of a revised application with the correct dates of school attendance and clarification of statement on a continuing education certificate. The motion, seconded by Paul Wingate, carried.

**Pro-rated supervision** – A motion was made by Laura Strickland for Scott DeBurger to draft an example chart for pro-rated supervision needs.

**Application review** – A motion was made by Camille Skubik-Peplaski that Kevin Priddy, Scott DeBurger and Ms. Skubik-Peplaski will accept applications for review by email, with Laura Strickland advising on any questionable applications. The motion, seconded by Ms. Strickland, carried.

Creasa Reed updated the Board on her attendance to the NBCOT conference and presented handouts for review.

## **Pending Complaints –**

**2010-03** – Settlement Agreement approved.

**2011-06** – Mr. Grawe is arranging a hearing.

**New Complaints** – None.

## **Electronic Application Approval**

A motion was made by Laura Strickland to approve the applications. The motion, seconded by Camille Skubik-Peplaski, carried.

## **Application Approval**

A motion was made by Laura Strickland to approve the applications as presented at today’s meeting. The motion, seconded by Kevin Priddy, carried.

**OT/L:** Melissa Bramel, Kimberly Applegate, Jackson Gall, Jessica VanWinkle

**OT/L from another state:** Caitlin Barry, Theresa Kruse, Eric Stunkel, Melissa Beach

**OTA:** Erika Forrester, Lisa Gill, Courtney Nolen, Marjon Grizzell, Sarah Williams, Monica Vesterfelt

**OTA from another state:** Kristen Allen, Beverly Galvin

**Reinstatements:**

**Temporary Permits:** Daythan Jackson

**DPAM Application Approval**

A motion was made by Camille Skubik-Peplaski to approve the applications as presented. The motion, seconded by Scott DeBurger, carried.

**DPAM Specialty Certification:** Michelle Smith

**DPAM Supervisors:**

**Continuing Education Approval**

A motion was made by Scott DeBurger to approve the applications as presented. The motion, seconded by Camille Skubik-Peplaski, carried.

Parkinson's: A New Perspective

Smart Phone for Smart Therapy

The Visual Connection to Rehabilitation

Cancer Survivorship in 2011

Focus on Rehabilitation: Advances in Spasticity Management

Preceptor Training Program

The Role of Related Service Personnel in Supporting Successful Post-Secondary Transition

2011 Fall Conference – Don't Give Up: The Key to Winning is Poise Under Stress

Cultural Diversity

Effective Communication in the Workplace

Problem Solving Solutions in the Workplace

Confidentiality and HIPAA

**Electronically Approved Courses:**

Electrical Stimulation and Ultrasound 2

Day at the Museum: The Ever-Changing World of Informatics. What will they say about us in 50 years?

**Approval of Travel and Per Diem**

A motion was made by Camille Skubik-Peplaski to approve travel and per-diem for today's meeting. The motion, seconded by Scott DeBurger, carried.

**Adjournment**

With all business completed, a motion was made by Paul Wingate to adjourn at 12:00 p.m. The motion, seconded by Camille Skubik-Peplaski, carried.

The next meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 9:00 a.m. December 1, 2011 at the Office of Occupations and Professions, Frankfort, KY.

Approved by the Board

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Board Chair, Rhonda Edwards